

Meeting

IQAC Quarterly Review Meeting 2021-22 Quarter-2

MINUTES 27/12/2021 MODE : PHYSICAL Venue: SN Ramanujan Hall, ATRIUM Building
1:00-2:15 PM

Meeting Agenda:

- 1.0 Confirmation of MoM of Previous meeting and review of Action Taken report
- 2.0 Regarding Class visits
- 3.0 Review of student feedback
- 4.0 Course completion status
- 5.0 Provisional result analysis

MEETING CALLED BY	Prof. M Suresh (IQAC Coordinator)
ATTENDEES	December 27, 2021 Prof. M Suresh (IQAC Coordinator) Sri. K C Mohapatra (Member) Dr. Pradyumna Kumar Patra (Member) Sri. Bhabani Gouda (Member) Sri. Nilesh Dalai (Member) Sri. M Rajendra Kumar (Member) Dr. L K Raju (CoE) Dr. Souren Misra (HoD, ME) Dr. Sachidananda Prasad (HoD, EE) Dr. H K Reddy (HoD, CSE) Alok Patra (BC) Nrusingha Prasad Tripathy (BC) Dr. B Behera (Placement Head) Dr. Sandipan Mallik (Research Coordinator)

ITEM	DISCUSSION SUMMARY
	The quarter-2 meeting of the IQAC was conducted to review the activities of quarter-1 and to set the agenda for the upcoming quarter. The classes have been fully restored to normalcy and all physical classes are being conducted.
1.0	Confirmation of MoM of Previous meeting (2021-22 Q1) and review of Action Taken report - The MoM of the Quarter-1 meeting of 2021-22 held on 28/09/2021 was approved. - The action taken report of the Quarter-1 meeting was reviewed and accepted.
3.0	Review of course coverage, internal assessment and learning outcomes The course progress for B.Tech/M.Tech/MBA and MCA courses were reviewed by the visiting team of IQAC. The progress of internal evaluation was reviewed. It was observed that few faculty members had not yet conducted the class quizzes and few of them had not shown the scripts to the students due to absence of some of the students. It was learned that some of the students and their parents were apprehensive of further outbreak of COVID and were refraining from attending classes regularly.

Pradyumna Kumar Patra

1

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	Resolved: The counseling team was pressed to talk to the parents and resolve this issue with the first year students. The mentoring team was pressed to resolve this with the higher semester students. The HoDs would monitor the course coverage by the end of the month and take corrective steps if required (such as extra classes etc.) (Action: NCS Coordinator, HoDs) The IQAC team visited the hostels to check for student engagement in self-study during non-academic hours. (Action: Hostel Superintendent)
5.0	Review of Student feedback Student feedback received through NIS, class teachers, examination section, dropbox, email were discussed. The following issues were discussed and resolved. - Due to missed classes and reduced rigor during COVID time, the students were facing issues related to concepts in the classes. Resolved: The hostel superintendent shall assign faculty members (preferably first year common subject teachers) on rotation to go on hostel visits and conduct counseling and doubt clearing sessions. (Action: Hostel Superintendent) - Student turnout in the placement drives was very low. It was learned from the student feedback that the gap during COVID has reduced the confidence to face personal interviews and technical rounds. The students would hesitate to sit in placement drives where there was less chance of them getting selected. Resolved: The counseling team shall work with the students to conduct multiple inter-personal drills to elevate the confidence level of the students. The Placement team shall conduct special drives to conduct regular GD and mock PI to give some exposure to the students. (Action: NCS Coordinator, PIC Placements) - A few girl students who frequently reported late to the class gave feedback related to monkey menace. Often around breakfast time, the monkeys would wander in the corridors of the hostels and they would become aggressive if apprehended. In fear, some of the students could not leave the rooms till the monkeys did not go away on their own. This was causing them delay in getting out of the hostel. Resolved: The hostel superintendent would install square nets to discourage the monkeys from coming to the hostel corridor. All hostel borders would be sensitized not to offer food items to the wild animals which would refrain them from getting attracted. (Action: Hostel Suptd.)

Task items

TASK ITEM	PERSON RESPONSIBLE	DUE DATE AND STATUS
1. NIST Counseling Service would counsel the first year students to attend classes following COVID appropriate behavior.	Ms. Nayanika Mohapatra (NCS Coordinator)	05/01/2022

2
Pruyadarshi D. Paty

MSM

2. Counsel the students and conduct interpersonal drill activities to improve their confidence level.	Ms. Nayanika Mohapatra (NCS Coordinator)	25/02/2022
3. Create a hostel visit time table for teachers to conduct doubt clearing classes and file compliance.	Prof. Purnendu Mishra (Hostel Superintendent)	30/12/2021
4. Conduct mock GD/PI rounds, coding practice to give exposure to the students.	Dr. Bhanu P Nayak PIC, Placement	12/02/2022
5. Install square nets to discourage the monkeys from coming to the hostel corridor.	Ms. Sasmita Padhy Hostel Suptd	10/01/2022
6. Conduct sensitization sessions for hostel boarders not to offer food items to the wild animals which would refrain them from getting attracted.		

Priyadarshi D. Pathy

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Action Taken Report on task items of IQAC 2021-22 Q1 meeting

TASK ITEM	PERSON RESPONSIBLE	DUE DATE AND STATUS
1. Intimation to Hostel Superintendent to take necessary steps to ease food distribution in time. Food preparation was taking longer in the morning, and the students were reporting to the mess at the last moment. Some of the cases were related to the post-COVID maintenance work going on in the toilets. With the maintenance work over in a few blocks and reallocation of rooms to students, the problem has been resolved.	Prof. Purnendu Mishra	05/10/2021 Resolved
2. Suggest the students to take up regular practice using freely available English speaking apps such as Duolingo. The subject teachers have been apprised of the availability of language speaking learning apps such as Duolingo. As the teachers have experience of conducting such activities in the English language labs, the usage of Duolingo is easily learned. They have demonstrated the use of this tool using smartphones, such that one could practice at home or during travel.	Ms. Nayanika Mohapatra (HoD, English)	05/10/2021 Resolved by 20/10/2021

Priyadarshi D. Pathy